

**DEPARTMENT OF SOCIAL AND HEALTH SERVICES
HEALTH AND RECOVERY SERVICES ADMINISTRATION
Olympia, Washington**

To: All Providers
Managed Care Plans
CSO Regional Administrators
ADSA Regional Administrators

Memorandum No: 05-129 MAA

Issued: December 21, 2005

From: Douglas Porter, Assistant Secretary
Health and Recovery Services
Administration (HRSA)

For information, call:
800.562.3022

Subject: Alien Emergency Medical (AEM) Program and Benefit Restrictions

Effective for dates of service on and after January 1, 2006, the Health and Recovery Services Administration (HRSA) will restrict coverage for clients who qualify for **Emergency-Related Medical Services Only**. Certain categories of service now require prior authorization and are subject to specific criteria for coverage.

What has changed?

Clients on the Alien Emergency Medical (AEM) program are restricted to those services necessary for the treatment of the client's emergency medical condition. An AEM client's Medical ID card states "CNP" or "MNP" on the top line followed by "EMER and related services only" on the second line. For these clients, HRSA requires prior authorization (PA) for all services, **except** for the following categories related to the client's emergency medical condition:

- Inpatient Hospital Services;
- Interpreter Services;
- Laboratory & X-Ray Services;
- Outpatient Hospital Services;
- Oxygen;
- Physician Services;
- Prescription Drugs;
- Respiratory & IV Therapy; and
- Transportation.

Note: As required by federal law, organ transplants and services related to an organ transplant procedure are not covered under the AEM program.

To receive authorization for other services, the services must be **BOTH** of the following:

- Related to the client's emergency medical condition; and
- Medically Necessary.

Note: DSHS determines when an emergency medical condition qualifies a client for coverage under this program.

To properly evaluate these services, HRSA requires the requesting provider to send all the following information with the PA request (follow the instructions for submitting a PA request from the billing instructions for the service being requested):

- The client's emergency condition requiring treatment (put this on the fax cover sheet or in the back-up documentation);
- Medical information regarding how the requested service is related to the need for treatment of the AEM client's emergency condition; and
- Medical information establishing the medical necessity of the requested service. This information includes:
 - ✓ Clinic notes to include physical exam reports;
 - ✓ Operative Reports;
 - ✓ Radiology Reports (e.g., X-Ray, CT scan, MRI, etc.); and
 - ✓ Emergency room reports.

How do I conduct business electronically with HRSA?

You may conduct business electronically with HRSA by accessing the WAMedWeb at:

<http://wamedweb.acs-inc.com>.

How can I get HRSA's provider issuances?

To obtain HRSA's provider numbered memoranda and billing instructions, go to HRSA's website at <http://maa.dshs.wa.gov> (click on the ***Billing Instructions/Numbered Memoranda*** or ***Provider Publications/Fee Schedules*** link).

To request a free paper copy from the Department of Printing:

1. **Go to:** <http://www.prt.wa.gov/> (Orders filled daily.)
 - a) Click ***General Store***.
 - b) If a **Security Alert** screen is displayed, click **OK**.
 - i. Select either ***I'm New*** or ***Been Here***.
 - ii. If new, fill out the registration and click ***Register***.
 - iii. If returning, type your email and password and then click ***Login***.
 - c) At the **Store Lobby** screen, click ***Shop by Agency***. Select ***Department of Social and Health Services*** and then select ***Health and Recovery Services Administration***.
 - d) Select ***Billing Instructions, Forms, Healthy Options, Numbered Memo, Publications, or Document Correction***. You will then need to select a year and then select the item by number and title.
2. **Fax/Call:** Dept. of Printing/Attn: Fulfillment at FAX (360) 586-6361/telephone (360) 586-6360. (Orders may take up to 2 weeks to fill.)